

BUDGET / FACILITIES SUBCOMMITTEE MEETING

MINUTES

Monday, November 21, 2011

Oliver Administration Building

Present

Subcommittee: William O'Dell, Chair, and Diana Campbell

School Committee, Administration and Staff: Melinda Thies and Pauline Silva

Bill O'Dell called the meeting to order at 6:40 PM.

Budget Recap – FY 2011

Pauline Silva reported the audit is complete with no findings and a balance as expected; the managing partners will present at the December School Committee meeting, when the Committee will vote to accept the report.

Budget Update – FY 2012

General Fund

Nothing significant to report; everyone has been hired; the science liaison people are grant funded.

Capital Projects

Spent to date is \$149,521.90; the loan payment to the Town of Bristol has been made; Diana confirmed that the \$1.6M for the Asset Protection Plan will come from this money and the District will be reimbursed by the State.

Snow Removal Bid

MOTION: Diana Campbell motioned to award the bid to M.J. Construction, LLC as the lowest bidder. This is a potential item for the Joint Budget Task Force if efficiency can be realized. This vendor is the same one used last year and his bid price is not the industry standard; he is reliable, insured and has been no problem. The Town of Bristol pays DaPonte to plow the Bristol Schools because the Town uses the lots when a parking ban is enforced. Pauline will get confirmation that this contract is for Warren Schools only. The motion to approve passed by a vote of 2 to 0.

Budget Process – FY 2013

Diana mentioned she has heard teachers say they do not have books to support certain classroom initiatives and principals have responded that it is not in the budget; she asked what the process is. Pauline explained supply requests have to be curriculum related and

go through Dr. Andrade; requests for necessary supplies should be made to the principal. Melinda said that at the secondary level supplies are determined by contenting and by departments. Each school has a line item and everything is coordinated at the District level. Pauline stressed that the general fund supports all curriculum related expenses.

Per the enabling legislation, the budget must be approved by March 1. Our health insurance provided will be giving Pauline our rate in January. The Committee would like to provide Joint Finance information sooner but Melinda has concerns about credibility, as so much of the financial information changes. RIDE has informed Pauline our pension contribution is going up \$1.6M. Diana suggested it would helpful to repeat the informational meeting with the Joint Finance members as well as the tour of the schools.

A zero-based approach is being considered; we will pilot it small and grow it smart; it makes people more thoughtful about what they do. David Barboza has commented Joint Finance receives the budget so late; it was agreed that it would be helpful to forward this budget process document to him with a cover letter. The meeting with the town leaders should be included in the timeline as well as a UCOA meeting for the public. Melinda and Pauline will strategize and send some suggestions to the Subcommittee for review.

Next Meeting

December 12, 2011

Adjournment

MOTION: At 7:25 PM Diana Campbell motioned to adjourn. Bill O'Dell seconded.

The motion to adjourn passed unanimously.

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